



# Commission on Improving the Status of Children in Indiana

Committee/Task Force:	Education Outcomes Task Force		
Date of Meeting: (MM/DD/YYYY)	11/15/2019	Time:	10.00-12.00
Minutes Prepared By:	Nicola Singleton Administrative Assistant for Permanency & Practice Support, DCS	Location:	IGCS Conf Rm 1 / WebEx

1. Meeting Objective(s)

1. Review and approval of minutes from September, 2019 meeting – a copy of the draft minutes are uploaded into TEAMS files.

2. Status update of action items from last meeting

Action	Responsibility
Brainstorming Charter Objectives- send any ideas/ suggestion to Melaina or Christy.	All
Education Passport/Programs of Interest – E.g. If you are aware of data collection efforts in different places, please let Gina Woodward know.	All
MS Teams – Try it out! Let us know if you have questions.	All

3. State Run Juvenile Centers Programming Presentation – Tracy Feller, State Wide Transition Coordinator for the Indiana Department of Correction: Division of Youth Services, and Jessica Hunter, Transition Coordinator at Pendleton Juvenile

4. [Review Draft Strategic Tracker 2020-2022](#)

5. Subcommittee reports – To be conscientious of time, all co-chairs should be prepared to present their updates in less than 10 minutes.

a. Education Passport Model Update:

i. Phase Two: Explore potential implementation Options

1. Gina Woodward will be reporting on potential goals for progress

a. What voices are needed to contribute?

b. What funding options are available for the development of a database of this magnitude?

c. Who would be the owner/administrator of the database?

b. School Discipline and Climate Update:

i. Status Update: Kristin Martin/Todd Bess

c. Mental Health Support in Schools Update:

i. Status Update: Bethany Ecklor

d. Alternative Education Options Update

i. Status Update: Kimb Stewart

1. What voices are needed to contribute?
2. What are the first steps that need to occur to begin the work?

6. Are there any programs of interest that the task force members believe would be beneficial towards the achievement of our objectives?

7. Executive Director Update

8. Communications (items CISC would like you to communicate out to your stakeholders, and items you would like communicated out to others)

9. Data Needs (identify any needs for data sharing or mapping, determine if someone in the Task Force has access to the needed data, if not, forward request to Data Sharing and Mapping Committee)

- a. Tabled until all data has been released: Discussion around the data shared from the student needs report, the CMHC surveys, and foster & homeless reports and how we can use this information to identify education gaps needing extra support for our at-risk populations – when all reports have been published.

10. Next meeting date, time, location – January 17, 2020 – 10am to Noon – IGCS Conference Room 1

11. Review action items identified in today's meeting



## 2. Standing Members

Name	Organization	In Attendance (X indicates present)
Melaina Gant	Education Services Director, DCS	X
Christy Berger	DOE, Assistant Director, Social, Emotional, and Behavioral Wellness	X
Dr. Anita Silverman	Transitions, Director of Education	X (phone)
Jau Nae Hanger	President of Children's Policy and Law Initiative of Indiana (CPLI)	
Mary Beth Buzzard	Education Support Logansport Corrections	x
Susan Lightfoot	Henry County Probation	
William Colterayahn	Vocational Rehabilitation Services	
Sabrena Suggs	Independent Mental Health Educator	
Dr. Theresa Ochoa	Indiana University	X (phone)
Dr. Terri Miller	Systems of Care	X (phone)
Allison Slatter	IAHE, Dept. of Government Affairs	x
Brianna Morse	Indiana Department of Workforce Development	x
Bethany Ecklor	DMHA, School and Community Based Programs Director	x
Janet Martinez	Marion County Public Defender Agency	
Julie Whitman	Commission on Improving the Status of Children, Executive Director	x
Derek Grubbs	DOC, Director of Juvenile Education	x
Todd Bess	Indiana Association of Public School Principals	X (phone)
Rebekah Gorrell	Executive Assistant to President of Mental Health America of Indiana	
Sarah Midura	Riley Hospital for Children	x
Gil Smith	DCS, Assistant Deputy Director of Field Operations	X (phone)
Kristen Martin	Marion County Prosecutor's Office	
Gina Woodward	DOE Homeless Education Specialist	x
Lisa Truitt	DOE Attendance Officer	x
Michael Coleman	DWD	x
Dr. Susan Roberts	Nexus Point Consulting	X

## 3. Staff/Guests

Name	Organization
Jessica Hunter	IDOC
Tracy Feller	IDOC

#### 4. Updates/Old Business

Topic	Main Points	Recommendations/Decisions
1. Review and approval of minutes	September, 2019	Approved.
2. Status update of action items from last meeting	Brainstorming Charter Objectives- send any ideas/ suggestion to Melaina or Christy.	Complete.
	Education Passport/Programs of Interest – E.g. If you are aware of data collection efforts in different places, please let Gina Woodward know.	Complete.
	MS Teams – Try it out! Let us know if you have questions.	Complete.
Topic	Main Points	
3. State Run Juvenile Centers Programming Presentation	Tracy Feller, State Wide Transition Coordinator for the Indiana Department of Correction: Division of Youth Services, and Jessica Hunter, Transition Coordinator at Pendleton Juvenile	 Transition ➤ Christy & Melaina to explore potential for a joint memo regarding work permits from DWD, DOE, DOC, and DCS stating a signature as home school does not mean responsibility for student – Maybe something about exit interviews can be added to this.
4. Review Strategic Tracker 2020-2022	<a href="#">Review Draft Strategic Tracker 2020-2022</a>	 Draft Strategic Plan.10.16.19  Strategic Goal 3 (Page 3) We are not finished, but we are the closest to finished. Anything incomplete will be carried over to the next tracker. We will not rush in completing tasks for the sake of this deadline; we want our contributions to be effective and valuable.
5. Subcommittee Reports		
a. Education Passport Model Update:	i. Phase Two: Explore potential implementation Options  1. Gina Woodward will be reporting on potential goals for progress  a. What voices are needed to contribute?  b. What funding options are available for the development of a database of this magnitude?  c. Who would be the owner/administrator of the database?	Summary of Phase One – review research associated with negative impact on educational outcomes among at risk youth populations (with a focus on incarcerated youth, girls incarcerated as youth, and incarcerated youth with disabilities) when agency to agency transition is not monitored, smooth and timely.  Vulnerable youth = DCS involved, FSSA involved, Dept. of Corrections, Juvenile probation (homeless / foster highly impacted)  Recommendations in literature: Transition Specialist; Youth Re-Entry Specialist; ARIES (out-of-school transitional support); Intensive After-Care Program; Nashua Re-Entry Program; Project SUPPORT; etc. etc.)  Phase TWO goals:  1) <b>Better define Transition Services</b> – a coordinated set of activities designed to promote movement between placements (agency – school – agency; inter-agency)

- a. Look at over-lapping roles – where is there similarity and where is there uniqueness
- b. Address guidance for Entry / Re-Entry (agency – school)

2) **Create protocols regarding vulnerable youth transition plan** (road map)

3) **Identify / Create a tool(s) accessible across systems that will provide access to records / information to streamline the institutional transition process**

- a. Define the information that needs to be accessed
- b. Determine what information is protected
- c. Clarify “need-to-know” vs. “nice-to-know” (idea – include a student narrative)
- d. Address need for 6 yr cohort vs 4 yr
- e.

4) **Accessibility Thoughtfully identify stakeholders** - who needs access for this system to be most supportive / beneficial / impactful

5) **Training** - Identify a process to train individuals / agencies to use unified resources through unified approach

6) **Accountability** – Create a process that ensures front line staff not only know and understand the transition process, but that the process is implemented with fidelity

- a. Define a “safety net” that can be activated in the event of user-error

Comments from committee members - What will the “next person” need along the way...

Volunteers to help – Susan, Brianna, Michael, Pendleton staff, Sara from Riley...

My individual thoughts through discussion:

Can we add some code / indicator to a student ID’d as vulnerable so that all systems know upon entry?

Use Remind... Google Voice has a log – using a texting function when working with kids is a great point.

How do we replicate the wrap-around support in the communities that RECEIVE youth in transition – everyone is doing great work- independent of each other...EX: the letter that is sent out by DOC...schools don’t know what to do with that letter. How do we 1) create / provide that info and 2) make the starting point the STUDENT vs. the system...

Idea- create an app with all of the instructions that students can access via passcode so they have the answers the system needs to help (contacts; guidance / law; policy / FAQ, etc.)

Can we create a FAQ presented upon entry to new system that outlines next steps?

		<p>In ED – can we roll these responsibilities into Foster POC so there is a requirement / expectation that a SPOC exists in each school? Why is there no JJ SPOC / liaison?</p> <p>Reach out to all systems to ID – WHAT is the content that needs to be immediately accessible to establish smooth transition? WHO are the agencies that need to have said info easily accessible?</p> <p>Ask MG – what was that app with all of the “how tos” – great example.</p> <p>Need to utilize technology. Creating a tool that is accessible across systems/agencies, educate all users how to best use the tool and the information contained within it.</p> <ul style="list-style-type: none"> <li>➤ Additional volunteers to join this subcommittee: Susan Roberts, Tracy Feller, Jessica Hunter, and Marybeth Buzzard.</li> </ul>
<b>b. School Discipline and Climate Update:</b>	<b>i. Status Update: Kristin Martin/Todd Bess</b>	<b>Awaiting notes from Todd</b>
<b>c. Mental Health Support in Schools Update:</b>	<b>i. Status Update: Bethany Ecklor</b>	<p>Subcommittee met to share group updates, discussed goals and focus areas</p> <p>Evaluation of SEL position at district level – Project Aware released a survey to ~30 positions (all superintendents, all POCs for school corps with SEL positions), not released yet, working on getting it into a user friendly format. 50% response rate. Have followed up with questions to those who did not respond, why? Want to create a website with this info so that, for example, someone in a rural school who may be interested in implementing it can look up another rural school that uses the program and with a POC can ask what does this look like?</p> <p>Data report coming, hopefully in the next few months. See CMHC School Assessment Frequency Data document in Teams folder Mental Health in Schools, but please do not share outside this taskforce.</p> <p>Subcommittee has another meeting next week to better define their direction and future goals.</p>
<b>d. Alternative Education Options Update</b>	<b>i. Status Update: Kimb Stewart</b> 1. What voices are needed to contribute? 2. What are the first steps that need to occur to begin the work?	<p>Christy will seek a status report from Kimb.</p> <p>4.3 Recommend methods to incentivize school to help youth complete high school.</p> <p>4.5 Study the barriers, alternatives, and resources for students who are unable to thrive in the traditional school setting.</p> <p>4.1 Ed passport Phase II, 4.6 youth transition</p> <ul style="list-style-type: none"> <li>➤ Allison volunteered to join that subcommittee. Melaina will share contact details with Kimb.</li> </ul>
<b>6. Programs of Interest?</b>		<p>Educator wellbeing programs? Mental Health Subcommittee. Bethany to add to her subcommittee goals.</p> <p>Connection between County detention center and local school, different to DOC. Detention Centers are not a system, they’re independent. Gina added to her notes.</p> <p>Derek noted state border issues, kids in Kentucky committing crimes in Indiana, they say well we’re not</p>

		<p>responsible for education, “our state law says...” “Well, your law is not our law.”</p> <ul style="list-style-type: none"> <li>➤ Melaina to send ESSA act, regulations, non-regulatory guidelines to Derek.</li> </ul> <p>Indianapolis awarded \$3.8million YHD grant to address and provide resources for homeless youth. Lots of things happening with this, prioritizing youth voice.</p>
<b>7. Executive Director Update</b>		<p>Next Commission meeting Dec18th, volunteer appreciation reception afterwards. Please join so we can celebrate you. Early Care in Education plan, Commission accepting governance. Melaina &amp; Christy to seek some rep from OECOSEL. Julie proposing 3 month transition plan for 2020, anything that doesn't fit should be brought to completion in that first Quarter. Proposing term limits to Chairs and Co-chairs (2yrs, reup for another 2 years), new co-chairs to come from within the group so they bring experience and awareness of the work. Volunteers can bow out any time if needed. Wanted to ensure regular check-in so that members aren't overwhelmed. Melaina and Christy will switch primary/support Co-Chair positions in 2020. Will recreate the tracker, breaking down objectives into deliverables, etc. If any tools required, for example, data analysis, how to present to the Commission, PowerPoints, etc. please let Julie know what is needed. Legislative session tracking and updates on relevant bills from Julie was very useful!</p>
<b>8. Communications</b>		<p>Nothing to share. Julie inquiring about post-CISC dispatch – stay tuned, may change delivery system so that people can subscribe/unsubscribe rather than just being on a mass mailing list. Feel free to forward this mailer to anyone who needs it.</p>
<b>9. Data Needs</b>		<p>Tabled until all data has been released: Discussion around the data shared from the student needs report, the CMHC surveys, and foster &amp; homeless reports and how we can use this information to identify education gaps needing extra support for our at-risk populations – when all reports have been published.</p>
<b>10. Set or remind next meeting date, time, location</b>		<p>January 17, 2020 – 10am to Noon – IGCS Conference Room 1 or WebEx</p>
<b>11. Review action items identified in today's meeting</b>		<p>See below</p>
<b>6. Action Items (Include recommendations/queries for Executive Committee)</b>		
<b>Action</b>	<b>Responsibility</b>	<b>Due Date</b>
Explore potential for a joint memo regarding work permits from DWD, DOE, DOC, and DCS stating a signature as home school does not mean responsibility for student – Maybe something about exit interviews can be added to this.	Christy & Melaina	1/17/2020
Send Ed. Passport Subcommittee Phase II volunteer contacts to Gina Woodward	Nic	1/17/2020
Share Alison Slatter's contact details with Kimb as she will volunteer for the Alternative Ed Subcommittee	Melaina	1/17/2020
Melaina to send ESSA act, regulations, non-regulatory guidelines to Derek	Melaina	1/17/2020

7. Adjournment					
Action					Time
8. Next Meeting					
Date: (MM/DD/YYYY)	1/17/2019	Time:	10.00-12.00	Location:	IGCS, Conference Room 1 / Webex
Topics/Objective(s):	Agenda TBC				

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